



**Nursing Care Quality Assurance Commission
MINUTES
Dept of Health
310 Israel Rd SE
Tumwater, WA 98501
Point Plaza East, Room #152, 153
November 7, 2003 8:30AM – 4:30PM**

**Commission Members
present:**

Roberta Schott, LPN, Co-Chair
Becky Kerben, LPN
Karen Brewer, Public Member
Rev. Ezra Kinlow, Public Member
Cheryl Payseno, RN, MPA
Judith Personett, Ed.D, RN
Jacqueline Rowe, RN
Mariann Williams, RN, MPH, ARNP

Assistant Attorney General: Chris Swanson, Assistant Attorney General

Staff present:

Paula R. Meyer, RN, MSN, Executive Director
Kris McLaughlin, Secretary
Maura Egan, RN, Education Manager
Connie Fraser, Secretary
Jeanne Giese, RN, MN, Chief Investigator
Karl Hoehn, Lead Staff Attorney
Joan Wilson, Practice Manager
Terry West, Health Service Consultant 4

November 7, 2003

8:30A.M. Nursing Care Quality Assurance Commission Business meeting

1. Opening—Roberta Schott, LPN Vice Chair

- Due to a scheduling conflict, Frank Maziarski, Chair, was unable to attend this meeting. Ms. Schott, opened the meeting at 8:30 A.M.

DISCUSSION: The subcommittees reports will be renumbered to reflect agenda item #13 to be the Education Subcommittee, #14 to be the Discipline Subcommittee and #15 to be the Practice Subcommittee.

2. Consent Agenda—DISCUSSION/ACTION

Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Commission without separate discussion. If separate discussion is desired, that item will be removed from the consent agenda and placed on the regular business agenda.

- Business meetings and hearings minutes
- Sub-committee minutes
- Operating agreement
- National Council of State Boards of Nursing (NCSBN) board minutes, committee reports
- TERCAP (Taxonomy of Error, Root Cause Analysis and Practice Responsibility) update.
- Workforce Development Grants awarded to Nursing Programs in Community and Technical Colleges
- List and Label policy
- Patient Abandonment Policy
- Nursing Education Approval (NPAP) Decisions
- Other

DISCUSSION:

- Terry West provided a summary of technical assistance visits. In 2003 there were 12 speaking engagements by 4 speakers who spoke to 389 persons. Copies of those visits are available at the commission office.
- The National Academy Press Catalog provides a publication titled “Keeping Patients Safe: Transforming the Work Environment of Nurses”. A copy of this publication will be available at the commission office.
- A copy of the letter from Governor Locke to the Honorable Thomas A. Scully regarding the exemption for the state of Washington from Physician supervision of Certified Registered Nurse Anesthetists (CRNA’S) in hospitals, critical access hospitals and ambulatory surgical centers is available at the commission office upon request.

ACTION: A motion was made and passed to accept the consent agenda items with the exception of the TERCAP report that will be placed under the Disciplinary Subcommittee report for discussion.

3. Chair Report – Roberta Schott - DISCUSSION/ACTION

DISCUSSION: No report

4. Executive Director report – Paula Meyer - DISCUSSION/ACTION

- DOH request legislation
- Commission payroll policy
- Out of State travel

DISCUSSION:

- Paula reported that the Commission payroll policies are being reviewed by HPQA: The Nursing Commission, Medical Commission, Chiropractic Commission and the Dental Commission. The draft policy may be available at the January meeting.
- A Governor's executive order states that no more than one person can travel to out of state conferences. In specific functions at that meeting then that person may attend as well. Karen Brewer will be attending the Citizen's Advocacy Council in November. Four people were identified to attend the National Council of State Boards of Nursing (NCSBN) Midyear meeting scheduled in March 2004 in Chicago. Each person must be able to demonstrate attendance at distinct functions prior to seeking approval to travel. All out of state travel is subject to assistant secretary approval.
- At the July workshop it was suggested to discuss Mutual State Recognition at the November meeting but due to scheduling conflicts this will occur at a later date.
- The Health Professions Quality Assurance (HPQA) Executive Directors are reviewing the portion of the state ethics law as it applies to board and commission members serving as officers of state and national organizations. Brian Milarky, the Executive Director of the State Ethics board, will be attending a future meeting of the HPQA executive directors. A report will be given to the NCQAC.

5. Discussion items - DISCUSSION/ACTION

- If items are selected for action and a task force assigned, the group will meet once, complete the charter and then come to the next meeting for decision to proceed.

6. Board, Commission, Committee, Council (BCCC) annual meeting report – Frank Maziarski, Roberta Schott, Ezra Kinlow and Jackie Rowe, - DISCUSSION

DISCUSSION: Judi Personett reported on the BCCC conference held on October 3, 2003. Mary Selecky opened the conference that was called "Aspire to Success."

7. LPN Role in Community Based Care Settings – Jackie Rowe, Becky Kerben, Paula Meyer - DISCUSSION/ACTION

- The task force members will provide a report to the NCQAC on the stakeholder meeting held October 8.

DISCUSSION: Mariann Williams reported that there continues to be concerns as to the definition of assessment. The discussion was that the assessment performed in community based care settings is more of an evaluation rather than a nursing care plan.

DECISION: A summary will be provided at the January business meeting.

**8. Steering committee position description – Roberta Schott -
DISCUSSION/ACTION**

- The steering committee will present the revised position description

DISCUSSION: At the September NCQAC meeting, a motion was passed to add the chairs of the subcommittees to the steering committee.

ACTION: A motion was made and passed to accept the revised position description of the steering committee. A copy is available upon request from the commission office.

9. March workshop – Paula Meyer – DISCUSSION/ACTION

The commission members will list items of interest for their workshop to be held on March 11. Topics that have been suggested to date include:

- Nursing care in community based care settings and their regulations
- Patient Safety
- Refresher course programs and content
- Continued Competency; Pilot Projects by Gail Zimmerman
- State Ethics Law training
- HPQA and Nursing Commission web-site training

DISCUSSION: The State Ethics Board has a website that is available to anyone. A suggestion was made to add the NCSBN nurse delegation video to the March workshop. The website to access the information on “working through and with assistive personnel” can be located on the NCSBN website at: www.ncsbn.org.

DECISION: A decision was made that the March workshop include Continued Competency Pilot Projects by Gail Zimmerman, HPQA and the Nursing Commission web-site training, Nursing Care in Community based care settings and their regulations and Patient safety.

**10. Nursing Assistant Memorandum of Understanding – Paula Meyer –
DISCUSSION/ACTION**

- The Memorandum of Understanding (MOU) among the Department of Health (DOH), the Department of Social and Health Services (DSHS) and the Nursing Commission describing the approval of nursing assistant training programs has been signed by both Secretary Mary Selecky and Secretary Dennis Braddock. The MOU and supporting documents describing the approval process will be presented.

DISCUSSION: Paula Meyer provided the history of the MOU between the Department of Health and DSHS. A side by side chart of the process for approving the nursing assistant training programs between DSHS and DOH was provided and is available at the commission office upon request. Related to this

topic, there has been a request from the licensing personnel to review the HIV/AIDS training for the nursing assistants and caregiver training. Previously, the nursing assistant program accepted the caregiver HIV/AIDS training as equivalent to the seven hours of training required for nursing assistant credentialing.

DECISION: Judi Personett volunteered to work with Paula Meyer, Kendra Pitzler and Marta Acedo from DSHS to review the HIV/AIDS requirement.

11. Rules update – Terry West – DISCUSSION/ACTION

- Rules workshops on Nurse Delegation, Nursing Technicians and the Nursing Education rules have been held. Draft language, the plan and timelines for adoption will be presented for discussion and action.

DECISION: A decision to research RCW 70.127 to ensure appropriate language clearly defines home health care plans.

ACTION:

- A motion was made and passed to move forward with the rules process for WAC 240-840-520 through 530 draft dated 10/29/03 with an amendment to reference the NCLEX exam under pass rate.
- A motion was made and passed to move forward with the rules process for WAC 246-840-700 draft dated 11/03/03 with language changes to (E).
- A motion was made and passed to move forward with the rules process for WAC 246-841-405 draft dated 11/03/03.
- A motion was made and passed to move forward with the rules process for WAC 246-841-010-905 draft 5 dated 11/03/03.

12. Executive Session if needed – The Executive Session is that part of a regular or special meeting that is closed to the public.

DECISION: An executive session was not needed.

LUNCH

1:00PM–OPEN MIKE

Open mike is for public presentation of issues to the Nursing commission.

13. Education Subcommittee report – Mariann Williams – DISCUSSION/ACTION

DISCUSSION: A copy of the Education subcommittee position description was provided to the commission for consideration of revision. Maura expressed concern that there are not enough members on this committee.

14. Discipline Subcommittee report – Cheryl Payseno – DISCUSSION/ACTION

- Revised list of Approved Evaluators for conducting Mental/Physical Evaluations on Licensed Nurses – DISCUSSION/ACTION

DISCUSSION: Discussion of the TERCAP tool was removed from the consent agenda. The TERCAP tool was designed and tested by several states, including Washington. Linda Patterson, a HPQA investigator for the NCQAC, has been the TERCAP project leader. Several University of Washington, Tacoma, graduate nursing students participated in the testing of the TERCAP tool. The testing included the use of the TERCAP tool to analyze 25 disciplinary cases. At a recent TERCAP meeting held in Chicago, Linda reported that the NCSBN group responsible for development of the TERCAP tool, recommended that the tool undergo further revision. The reliability and validity of the questions, was not fully acceptable. Therefore, any and all results from use of the tool are questionable. While the students were able to identify some trends in information, the results would not be generalizable. Therefore, the NCQAC members were advised to disregard the statements in the report.

ACTION: A motion was made and passed to add the three additional evaluators presented by the Discipline subcommittee to the list of evaluators.

15. Practice Subcommittee report – Roberta Schott – DISCUSSION/ACTION

1. Practice report –Mariann Williams – DISCUSSION/ACTION

a. Nursing Laser Position Statement – DISCUSSION/ACTION

ACTION: A motion was made and passed to accept the Use of Lasers in Skin Care Treatment (Laser Procedures) position statement dated November 7, 2003 as amended.

b. Advisory opinions – DISCUSSION/ACTION

Request from: Melanie Gilmore, RN, BSN, Director Educational Services, Yakima Valley RE: Memorial Hospital, 2811 Tieton Drive, Yakima, WA 98908

Is it appropriate for the RNs in our hospital to teach our patients friends/family or identified individuals to assist them (following discharge from the hospital) with tasks such as: insulin administration and catheterization, when the caregiver is reimbursed by the patient, agency, or insurance. The caregivers we teach are typically family and friends, but recently one caregiver was going to receive reimbursement. Hospital staff was unaware caregiver would be reimbursed. Should this matter? Should we refuse to teach the caregiver if they say they'll receive reimbursement

DISCUSSION: The commission discussed whether this request for an opinion should be answered or if they should respond to questions as they are submitted to the commission office.

DECISION: A decision was made to return this advisory opinion to the subcommittee for re-wording and to move the self directed care language closer to the first paragraph. The subcommittee will bring this advisory opinion back to the full commission when the document is complete.

16. Other/FYI

17. Roberta Schott closed the meeting at 1:45 P.M. November 7, 2003. The notes were recorded by Kris McLaughlin.